



Memorandum

To: Members of the City of Bloomington Common Council
From: Lisa Abbott, Director, Housing and Neighborhood Development Department
Date: July 16, 2008

The Housing and Neighborhood Development (HAND) Department provides many programs and services designed to help maintain the unique and individual character of Bloomington while maximizing our resources. The HAND budget is made up of several funds including the General Fund, Community Development Block Grant, HOME Investment Partnership Program, and outside programs and grants such as the Bloomington Urban Enterprise Association and the Housing Counseling Program. The Community Development Block Grant budget will come before you in March, which is prior to the start of its fiscal year, June 1. We will provide you with updated 2009-2010 goals at that approval meeting. Our goals for 2009 include:

Community Commerce:

As part of furthering community commerce, HAND will continue to:

- Provide assistance to businesses and individuals to expand their business or professional opportunities through the Bloomington Urban Enterprise Association (BUEA). Councilmember Sturbaum is the City Council's representative to the BUEA board; and
- As part of the City's efforts on sustainability initiatives, HAND will incorporate lessons learned from EverGreen Village into our construction guidelines. These guidelines must be followed by any individual or entity receiving funds to build affordable housing.

Community Collaboration:

The HAND Department collaborates with a variety of community agencies and educational institutions including:

- Providing a housing counselor to the Shalom Community Center to assist their customers with housing difficulties through the Housing Counseling Program;

- Collaborating with local committees such as the Don't Borrow Trouble group and the Section 8 Homeownership Program committee to provide educational opportunities and technical assistance. HAND also provides assistance to the Housing Network with the homeless count and the Continuum of Care application; and
- Working with the Bloomington Housing Authority on a number of initiatives including sponsoring National Night Out under our Neighborhood Services Program.

Community Condition:

Using General Fund, HAND's goals include:

- Strengthening our community neighborhoods by cycling approximately 5,000 rental units and providing inspections on a complaint basis;
- Investing in neighborhoods with the Neighborhood Capital Improvement program, using the Rogers Streetscape to design future projects, and working with Public Works and Utilities to install and improve infrastructure in Broadview;
- Strengthening social service agencies and enhancing services to low income populations by providing administrative assistance to the Jack Hopkins Council Social Service Grants Program (2009 funding requested is \$180,000 which is an increase of \$15,000);
- Providing citizens with information on programs such as Pick-it Up, Quiet Nights, Lower the Boom, and Title 6;
- Providing funding and technical assistance for Neighborhood Improvement Grants and Small & Simple Grants;
- Hosting two neighborhood clean-ups and Blooming Neighborhood Awards; and
- Hosting the 11th Annual Citizens' Academy and the Youth Citizens Academy with Bloomington High School North.

Using CDBG:

- Increasing investment in infrastructure by providing \$118,784 to install curbs, sidewalks and storm water systems in low to moderate income areas and for low-income housing projects. This includes funds approved for the Templeton Safe Routes to School project;
- Strengthening our community's neighborhoods by providing 10 emergency home repair grants, 12 home modifications for accessibility and three housing rehabilitations (partially funded by HOME);
- Developing the Consolidated Plan 2010-2015, which is the City's five-year strategic plan for the use of CDBG & HOME; and
- Strengthening social service agencies by providing operating funding through the Community Development Block Grant program.

Using HOME:

- Increasing the diversity of the housing market by completing Phase 2 of EverGreen Village and assisting Middle Way House with the creation of six affordable housing units;

- Undertaking a feasibility study on the development of senior housing in the downtown;
- Strengthening our community neighborhoods by providing funds to rehabilitate existing homes through a variety of HAND programs; and
- Providing Tenant Based Rental Assistance to the Bloomington Housing Authority to help shelter households on their Section 8 waiting list.

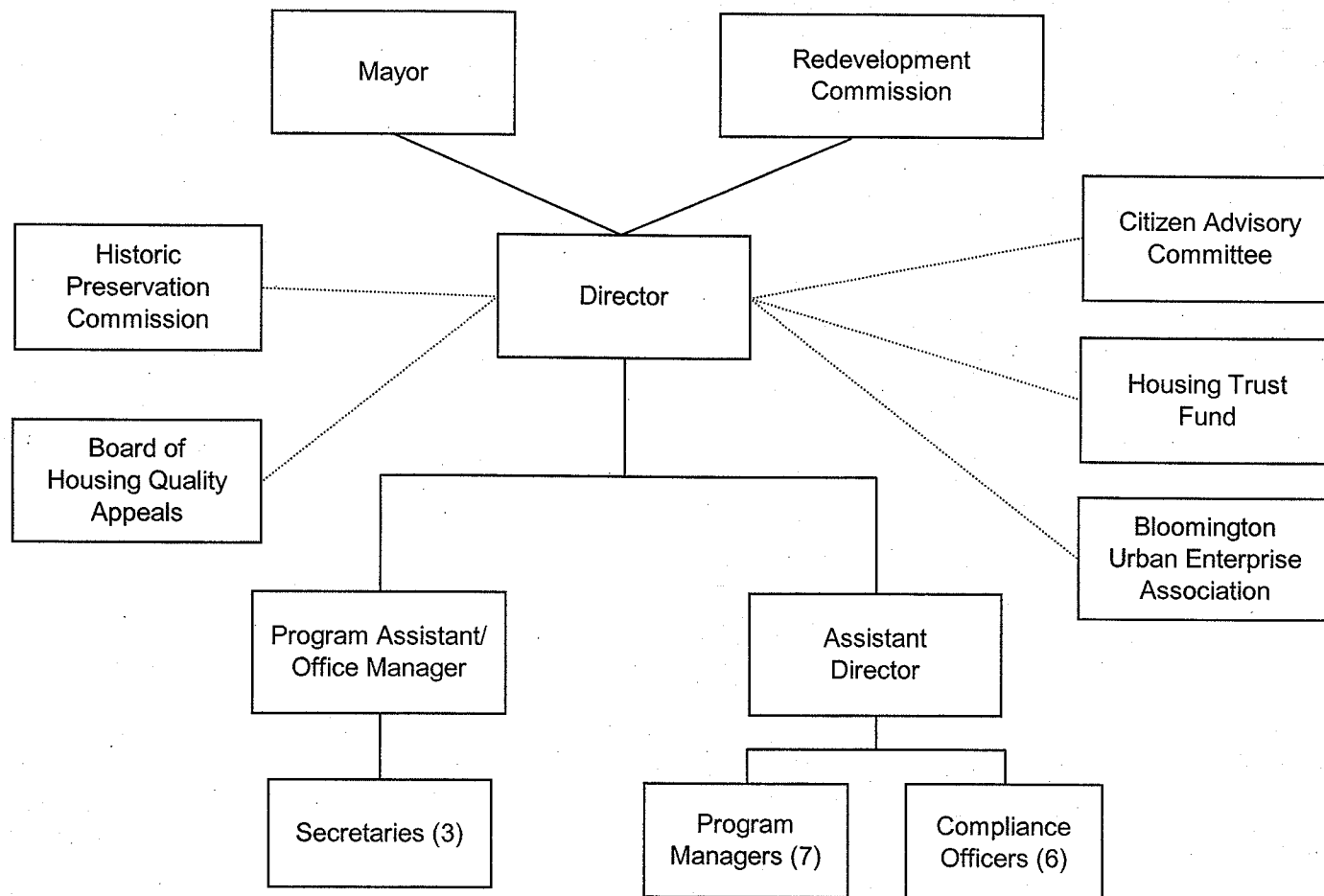
HAND will provide educational opportunities through the Home Buyer's Club, This Whole House and R101 – Renting in Bloomington. We will also continue to provide the needed one-on-one counseling to local residents in the areas of pre-purchase, default, homeless, rental and reverse mortgage counseling through our housing counseling program.

Community Character:

To preserve our community character and heritage, HAND provides the following:

- Locating and coordinating incentives for adaptive reuse of historic properties in the downtown;
- Hosting educational seminars and workshops on historic preservation topics and provide technical assistance to the owners of historic properties;
- Reviewing projects for Demolition Delay or a Certificate of Appropriateness and, when needed, provide scholarships for renderings or plans to owners to facilitate a more complete review process;
- Working with interested neighborhoods investigating conservation districts or historic districts; and
- Surveying areas not included in the Interim Report for the next report and as requested by eligible neighborhoods.

HOUSING & NEIGHBORHOOD DEVELOPMENT



Housing and Neighborhood Development 2008 Budget vs. 2009 Budget

Budget Allocation	2008 Budget			2009 Budget			\$ Change
	General Fund	Other Funds	Total	General Fund	Other Funds	Total	
100 - Personal Services	745,949	286,663	1,032,612	775,121	277,506	1,052,627	20,015
200 - Supplies	12,983	3,000	15,983	13,883	3,000	16,883	900
300 - Other Services	274,411	1,359,241	1,633,652	289,435	1,367,696	1,657,131	23,479
400 - Capital Outlays	250,000	0	250,000	250,000	-	250,000	0
Total	1,283,343	1,648,904	2,932,247	1,328,439	1,648,202	2,976,641	44,394

Employees	2008 Budget	2009 Budget	# Change
Regular	18.500	18.500	0.000
Temporary	0.000	0.000	0.000
Total	18.500	18.500	0.000

Department: H.A.N.D.		2007	2007	2008	2009	\$	%
Fund: GENERAL (101-15 TOTAL)		Budget *	Actual	Budget **	Request	Change	Change
* Budget amounts include all appropriations approved. ** Budget amounts include appropriations approved through June 30th.							
1 PERSONAL SERVICES				FTE: 12.825	13.450		
11 Salaries & Wages							
1110 Salaries & Wages - Regular		483,264	447,661	521,879	544,843	22,964	4.40%
1120 Salaries & Wages - Temporary		5,400	2,766	5,400	5,400		
1130 Salaries & Wages - Overtime							
12 Employee Benefits							
1210 FICA		37,382	32,497	40,337	42,094	1,757	4.35%
1220 PERF		49,534	45,824	54,797	58,571	3,774	6.89%
1230 Health Insurance		119,662	119,662	120,858	122,075	1,217	1.01%
1240 Unemployment Compensation		197	197				
1250 New Officer Medicare							
1260 Clothing Allowance							
1270 Police PERF							
1280 Fire PERF							
13 Other Personal Services							
1310 Other Personal Services		3,002	3,002	2,678	2,139	-539	(20.14%)
TOTAL - CATEGORY 1:		698,441	651,609	745,949	775,121	29,172	3.91%
2 SUPPLIES							
21 Office Supplies							
2110 Office Supplies		2,174	3,309	2,174	3,300	1,126	51.79%
22 Operating Supplies							
2210 Institutional & Medical							
2220 Agricultural Supplies							
2230 Garage & Motor Supplies							
2240 Fuel & Oil		10,197	5,598	7,800	8,700	900	11.54%
23 Repair & Maintenance Supplies							
2310 Building Materials & Supplies							
2320 Motor Vehicle Repair							
2330 Street, Alley & Sewer Materials							
2340 Other Repairs & Maintenance							
24 Other Supplies							
2410 Books		196	38	196	196		
2420 Other Supplies		2,813	1,601	2,813	1,687	-1,126	(40.03%)
2430 Uniforms and Tools							
TOTAL - CATEGORY 2:		15,380	10,545	12,983	13,883	900	6.93%
3 OTHER SERVICES & CHARGES							
31 Professional Services							
3110 Engineering & Architectural							
3120 Special Legal Services							
3130 Medical							
3140 Exterminator Services							
3150 Communications Contract							
3160 Instruction		990		5,990	5,990		
3170 Mgt. Fees, Consultants & Workshops		495	60	495	495		
32 Communication & Transportation							
3210 Telephone		1,188	675	1,188	1,188		
3220 Postage		990		990	990		
3230 Travel		1,000	282	1,000	1,000		
3240 Freight/Other							
3250 Pagers							
33 Printing & Advertising							
3310 Printing		2,421	1,529	2,421	3,235	814	33.62%
3320 Advertising		1,337	269	1,337	3,387	2,050	153.33%

Department: H.A.N.D.		2007	2007	2008	2009	\$	%
Fund: GENERAL (101-15 TOTAL)		Budget *	Actual	Budget **	Request	Change	Change
34 Insurance							
3410 Liability & Casualty Premiums							
3420 Worker's Comp. & Risk Admin.							
35 Utility Services							
3510 Electrical Services							
3520 Street Lights/Traffic Signals							
3530 Water & Sewer							
3540 Natural Gas							
36 Repairs & Maintenance							
3610 Building							
3620 Motor	6,700	6,700	7,400	9,000	1,600	21.62%	
3630 Machinery & Equip. Repairs & Maint.							
3640 Hardware & Software Maintenance							
3650 Other Repairs & Maintenance							
37 Rentals							
3710 Land							
3720 Building							
3730 Machinery & Equipment	49		49	49			
3740 Hydrant Rental							
3750 Other							
38 Debt Service							
3810 Principal							
3820 Interest							
3830 Bank Charges							
3840 Lease Payments							
39 Other Services & Charges							
3910 Dues & Subscriptions	594	786	594	594			
3920 Laundry & Other Sanitation Serv.							
3940 Temporary Contractual Employment	1,250	1,250	1,250	1,250			
3950 Landfill Fees							
3960 Grants	210,500	199,296	241,500	252,000	10,500	4.35%	
3970 Mayor's Promotion of Business							
3980 Community Access TV/Radio							
3990 Other Services and Charges	10,725	15,182	10,197	10,257	60	0.59%	
3991 3991 Crime Control							
TOTAL - CATEGORY 3:		238,239	226,031	274,411	289,435	15,024	5.47%
4 CAPITAL OUTLAYS							
41 Land							
4110 Land Purchase							
42 Buildings							
4210 Building Purchase							
43 Improvements Other Than Building							
4310 Improvements Other Than Bldg.			250,000	250,000			
44 Machinery & Equipment							
4410 Lease-purchase							
4420 Purchase of Equipment							
4430 Furniture & Fixtures							
4440 Motor Equipment							
4450 Equipment - ITS Capital Replacemen							
45 Other Capital Outlays							
4510 Other Capital Outlays							
TOTAL - CATEGORY 4:				250,000	250,000		
TOTAL - ALL CATEGORIES:		952,060	888,184	1,283,343	1,328,439	45,096	3.51%